

SENECA TOWNSHIP
Regular Monthly Minutes
April 14, 2009

Immediately following the Annual Town Meeting the regular monthly meeting of the Seneca Township Board of Trustees was called to order at 7:40 p.m. by Supervisor Ersel Schuster at the Seneca Township Building located at 16506 Garden Valley Road, Woodstock, Illinois.

Township Officials in Attendance: Supervisor Ersel Schuster, Trustees Rosemary Bartman, Susan Mathews, Thomas Dahlfors, and Michael O'Leary, Road Commissioner Robert Helfers, Assessor Donald Andrews, and Clerk Dawn Seemann. Absent Officials: None.

Guests in Attendance: James Kagel, James & Marilyn Kelly, Gary Votava, Iris Hensley, Scott Swanson. (Other residents may have stayed after the annual town meeting, but didn't re-sign in.)

Public Speaking: None.

Minutes: Dahlfors motioned to approve the March 10, 2009 regular monthly minutes as presented. Second by O'Leary.

- Helfers made a correction to page 3.
- Motion passed with amendment.

Audit of Current Bills:

Line Item Transfers –

- **Permanent Hard Road Fund:**
 - o \$100.00 from line #4495 Contingency to #4365 Rentals
 - o \$400.00 from line #4495 Contingency to #4412 Culverts
- Dahlfors motioned to approve the Permanent Hard Road Fund Transfers. Second by Bartman. Voting yes: Bartman, Mathews, Dahlfors, O'Leary, Schuster. Voting no: None. Motion passed.
- **Road & Bridge Fund:**
 - o \$100.00 from line #3440 Contingency to #3159 Telephone Expense
 - o \$200.00 from line #3440 Contingency to #3171 Utilities Elect/Heat
 - o \$1,900.00 from line #3411 Supply Repair to #3412 Supplies Repair/Trucks
- Mathews motioned to approve the Road & Bridge Fund Transfers. Second by Dahlfors. Voting yes: Bartman, Mathews, Dahlfors, O'Leary, Schuster. Voting no: None. Motion passed.
- **Town Fund:**
 - o \$75.00 from line #1166 Printing/Copying Materials to #1164 Publishing
 - o \$55.00 from line #1166 Printing/Copying Materials to #1170 Dues Expense
 - o \$200.00 from line #1372 Training Expense to #1370 Travel Expense
- Mathews motioned to approve the Town Fund Transfers. Second by Dahlfors. Voting yes: Bartman, Mathews, Dahlfors, O'Leary, Schuster. Voting no: None. Motion passed.

Schuster asked for a motion to amend the Road District and Town Fund bills payment period from March 11, 2009 through April 14, 2009 to March 11, 2009 through March 31, 2009. Mathews made the motion to amend the agenda. Second by Dahlfors. Motion passed.

Road District Bills: Dahlfors motioned to approve the Road District bills for payment for the period of March 11, 2009 through March 31, 2009 in the amount of \$2,192.83. Second by Bartman. Voting yes: Bartman, Mathews, Dahlfors, O'Leary, Schuster. Voting no: None. Motion passed.

Town Fund Bills: Dahlfors motioned to approve the Town Fund bills for payment for the period of March 11, 2009 through March 31, 2009 in the amount of \$10,858.91. Second by Bartman. Voting yes: Bartman, Mathews, Dahlfors, O’Leary, Schuster. Voting no: None. Motion passed.

Treasurer’s Report: March 1, 2009 through March 31, 2009, as listed below:

Illinois Fund – Bartman motioned to approve the Treasurer’s Report for the Illinois Fund for the period of March 1, 2009 through March 31, 2009. Second by Mathews. Motion passed.

Illinois Fund	Prev. Bal.	Trans/Prime	Expenses	Income	Ending Bal.
General Assistance	\$26,353.87	0	0	\$8.97	\$26,362.84
Town Fund	\$54,846.37	0	\$24,833.78	\$988.27	\$31,000.86
Road & Bridge	\$136,124.51	0	\$5,497.86	\$4,011.93	\$134,638.58
Permanent Hard Road	\$77,219.73	0	0	\$26.29	\$77,246.02
Building & Equipment	\$42,408.54	0	0	\$14.43	\$42,422.97

Prime Fund – Dahlfors motioned to approve the Treasurer’s Report for the Prime Fund for the period of March 1, 2009 through March 31, 2009. Second by Mathews. Motion passed.

Prime Fund	Prev. Bal.	Trans/Funds	Expenses	Int. Income	Ending Bal.
General Assistance	\$76,260.38	0	0	\$30.46	\$76,290.84
Town Fund	\$3,176.24	0	0	\$1.26	\$3,177.50
Road & Bridge	\$123,285.24	0	0	\$49.21	\$123,334.45

- Helfers stated he read somewhere that the Prime Fund will be combined into the Illinois Fund. He questioned if this was the case? Schuster stated they will be combined starting in May.
- Helfers questioned if his bills he submitted for approval will be paid through April 14, 2009. Schuster replied, “We’ll get it taken care of.”

General Assistance Report: Schuster reported that she had several calls, but nothing materializing at this point, but it sounds like there may be some cases coming up.

Clerk’s Report: Seemann asked that the topic of ordering new nameplates for the newly elected officials be put on next month’s agenda for discussion.

Road Commissioner’s Report: Helfers stated that the road district ended up with a carry-over on the salt with a 1:1 mix of approximately 150 ton, which will give them a little bit of a start for this coming winter.

- The McHenry County Road Commissioners had a meeting last Thursday, and decided to go on their own with the 17 townships in McHenry County, although not everybody participated to go form their own consortium, to go to the vendors to see is they could procure their own salt. The bids were put out the 1st of this month. They are going to see what response they get. The Road Commissioners hired a lawyer to read the language of the CMS contract through the state and found that they were given the option of ordering from them, as well as take their pick on who gets the better bid. Therefore, Helfers ordered 250 ton of salt from both the Highway Commissioners and the state bid and will take the lowest bid. Some of the bids are running between \$50 and \$70/ton, which is much better than the \$131 to \$175/ton like it was last year. Helfers heard that salt “at the mine” could be bought for \$15/ton, which shows the bulk of the cost of salt is the transportation.

Assessor's Report: Assessor Andrews received a notice from the county that he will be getting the new tax assessment book around April 20, 2009, which he stated is early this year, but they backed him up a week for the time he has to send the assessments in.

- Andrews has information available on getting a tax freeze for anyone over 65 years old, and makes less than \$55,000 per year. The form must be in by July 1, 2009. Contact Assessor Andrews for more information and/or the form needed to apply for the tax freeze.

- Andrews stated that December 31, 2009 is his last day in office as the Assessor. The "good news" is he doesn't have to go to school this year. The "bad news" is the township has to purchase a computer and fax machine for the new assessor.

Planning Commission: - Information/review/action

A. Commission Activity Report – Committee reviewed/action on pending petitions: The Planning Commission didn't meet this month. No report.

B. Zoning petitions for consideration, review and/or action by the town board:

a. **Zoning Petitions – status:**

- i. **Merryman Petition** – This petition is still in court. On June 19, 2009 Judge MacIntyre will give her opinion.
- ii. **Petition #08-74: Friese/Gieske – A1 Ag Dist. To E1 Estate Dist. – 1 acre:** The Zoning Board of Appeals voted in 7/0 for approval of the petition. It will now go to the county board for their vote.
- iii. **Petition #08-31: Schueler; Kunde Road:** This petition is pending in court.
- iv. **Petition #08-30: Steven & Susan Schmieding; A1 to A2C:** No ordinance has been filed at this point. The petitioner has until the end of the month to file the ordinance.
- v. **Petition #08-51: Michael & Cynthia Winters – Request for a variance:** The petitioners are revising their plans.

Old Business: Information/review/action

A. Building Project – update: Dahlfors has the sign for the outside of the building in the works. It will be a double-sided, engraved wood, standing sign. The cost for the sign is approximately \$100.00.

- At a prior meeting, Susan Mathews suggested the Boy Scouts should put in the landscaping around the building as a community service project so they could earn their Eagle Scout rank. At tonight's meeting she again asked if that was okay with the board. She stated that Master Gardeners would come up with a rough design and the boy scouts would do the planting. Dahlfors suggested contacting the boy scouts involved so they could also be part of the designing with Master Gardeners. He also suggested getting maintenance free plants. The board felt we should go ahead with this idea.

- Schuster offered her suggestions for the future driveway/sidewalk plans. Helfers was concerned about handicap parking. Schuster suggested a place for the handicap parking space in the back that would not interfere with the pole barn doors.

- Mathews questioned where the American Flag would go? Dahlfors suggested the roof so there wouldn't be any chance of vandalism. A light would be installed so the flag would be properly lit.

B. Website – update: Schuster informed the board she and Clerk Seemann felt it might be necessary to add one or two more pages to the website. One page is needed to make the agenda page exactly like the minutes page, and the other one for ordinances and resolutions. The set-up cost is \$29.00 per page. This was okayed by the board. Schuster suggested getting a township credit card for this because the website provider (eMarketing4Business) does not bill. Seemann will contact the website designer.

C. Discussion/position per request for support of Global Village Webcast: Last month representatives for Global Village Webcast presented their idea to videotape county board meetings and wanted the township board's support. During tonight's follow-up discussion, the board felt we should let the issue go at this time. Dahlfors felt the representatives just wanted to know if we felt it was a good idea or not. No letter will be written.

D. Audit: Schuster informed the board that everything is ready for the certified audit. She added that the company that did the certified audit last year wanted to know if they'll be doing it again. Schuster suggested getting bids on the audit.

New Business: Information/review/action

A. Historic Preservation Legislation Meeting – Glacial Park: Schuster informed the board about this meeting that is being held on April 29, 2009. Information is available for anyone is interested in attending.

Supervisor's Report: Schuster presented each board member a copy of her letter of resignation, which was effective immediately. Helfers was concerned about who was going to sign checks for the bills he submitted for approval and payment, as well as his employees' paychecks, which are due tomorrow (April 15, 2009). Schuster recommended calling a special meeting to appoint an interim supervisor. She said it would only take a day or two to get someone bonded. Helfers stated that his employees live paycheck to paycheck just like most people do and it's wrong for them not to be paid on time. The board agreed. Upon further discussion of this issue, Dahlfors motioned to accept Schuster's resignation with the following conditions: 1) She will sign the payroll checks thru April 15, 2009; and 2) She will pay the current bills Helfers submitted for payment thru April 14, 2009. Second by Mathews. Voting yes: Bartman, Mathews, Dahlfors, Schuster. Voting no: O'Leary. Motion passed with a 4-1 vote.

- Mathews motioned to approve the Road District bills for payment thru April 14, 2009 and Helfers' employee payroll checks in the amount of \$1,655.60. Second by O'Leary. Roll call vote was taken and motion passed.
- Clerk Seemann will set up the special meeting for Tuesday, April 21, 2009 at 5:00 p.m. to appoint an interim supervisor.
- Schuster asked the board to review and sign off on the materials/records, etc. that she had listed on her resignation letter as being turned over to the new supervisor. She went over the items individually with the board and newly elected township supervisor, James Kagel. After which, each board member signed off that the items on the list were accounted for.

Motion to Adjourn: At 9:45 p.m. Mathews motioned to adjourn tonight's regular monthly meeting. Second by Dahlfors. Motion passed.

Respectfully Submitted,

Dawn M. Seemann
Township Clerk